



**SECTION 1 - POSITION IDENTIFICATION**

<b>Title:</b>	<b>Chief Clinical Information Officer</b>
<b>Classification:</b>	<b>Consultant Year 1 - 9</b>
<b>Award:</b>	<b>WA Health System – Medical Practitioners – AMA Industrial Agreement</b>

**SECTION 2 – REPORTING RELATIONSHIPS**

<b>UNIT</b>	<b>UNIT MANAGER</b>	<b>CLASSIFICATION</b>
	<b>Director General</b>	



<b>Division:</b> <b>Purchasing and System Performance</b>	<b>Assistant Director General</b>	<b>SAT Group 2</b>
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<b>Directorate:</b> <b>Office of the Chief Clinical Information Officer</b>	<b>THIS POSITION</b>	<b>Consultant Year 1 - 9</b>
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<b>Branch:</b>		
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<b>Section:</b>		
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**Positions under direct supervision and control:**

<u>Position No</u>	<u>Title</u>	<u>Classification</u>
xxx	Director	PSO Class 1 (TBC)

**SECTION 3 - KEY RESPONSIBILITIES**

State BRIEFLY the key responsibilities or prime function of the position. Refer to definitions of terms to ensure the correct meaning of verbs frequently used eg. Controls, Maintains, etc.

Leads, plans and manages the WA Health clinical information and communications technology (ICT) responsibilities and the information management strategy. Provides clinical leadership on digital Health innovation and initiatives; system performance and data analytics. As a senior executive member, this position contributes to developing and implementing the strategic goals of WA Health and driving continuous improvement in clinical ICT processes and system performance.

<b>TITLE</b> Chief Clinical Information Officer	<b>CLASSIFICATION</b> MP Yr 1-9	<b>POSITION NO.</b> 00013712
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## SECTION 4 - STATEMENT OF DUTIES

Employees are required to undertake all duties and responsibilities in accordance with Department of Health WA Code of Conduct, Policies/Procedures and relevant legislation.

### BRIEF SUMMARY OF DUTIES TO BE PERFORMED LISTED IN DESCENDING ORDER OF IMPORTANCE

Duty No	Duties
<b>1.0</b>	<b>Leadership and Management</b>
1.1	Provide clinical leadership to the statewide ICT function to meet the clinical and business needs of the WA Health system.
1.2	Lead the WA Health clinical ICT programs to drive improvements to clinical practice and a high level of adoption of the clinical systems.
1.3	Lead the achievement of the Office of Chief Clinical Information Officer's (OCCIO) strategic and operational business objectives and management of its finances, assets and resources in a cost effective, efficient, transparent and accountable manner.
<b>2.0</b>	<b>Stakeholder engagement and management</b>
2.1	Lead clinical engagement across the WA Health system in relation to all ICT Services, programs and initiatives, ensuring there is substantial and appropriate clinician input to program requirements, design and implementation and that clinician needs are reflected in the ICT strategy.
2.2	Connect with Health Service Providers and Primary Health Networks on digital health innovations and initiatives, with a particular focus on the ICT support of new models of care and improvements in the quality and safety of care.
2.3	Build and maintain effective, and influential, working relationships across the WA health system and associated organisations, as well as vendors engaged under various contracts relevant to ICT Services.
<b>3.0</b>	<b>Information Management</b>
3.1	Provide expert clinical advice on ICT related matters covering clinical practice, information standards, quality of care, clinical governance, clinical coding, clinician culture, risk management, innovation and emerging technologies and clinical workflow across the whole health system.
3.1	Drive the implementation of the WA Health Information Management Strategy to ensure deliverables are met.
<b>4.0</b>	<b>System Performance and Data Analytics</b>
4.1	Provide expert advice on the development of clinical performance indicators and interpretation of system performance measures.
4.2	Develop and support the use of clinical data for analytical purposes.
<b>5.0</b>	<b>Other</b>
5.1	Represent WA Health on state and national committees and forums where required; provide expert clinical input and advocate and negotiate for WA Health with state and national agencies concerned with ICT directions, provision and resourcing.
5.2	Effectively manage relevant ICT operational issues to ensure compliance with relevant policies, procedures, legislation and regulations.
5.3	Monitor and drive the increased adoption and use of clinical systems across all health organisations and the realisation of benefits through the use of these systems.

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## SECTION 5 - SELECTION CRITERIA

Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.

### ESSENTIAL

#### 1. Shapes and manages strategy

- Inspires a sense of purpose and direction for the OCCIO, encourages input from others and communicates expected outcomes from organisational strategies.
- Understands the WA Health strategic direction, and provides advice that reflects analysis of a broad range of issues and the whole of government agenda.
- Monitors change in the environment and positions the organisation to seize opportunities and minimise threats.
- Identifies critical factors and issues, anticipates risks and addresses them quickly.

#### 2. Achieves results

- Builds organisational skill and responsiveness and monitors and manages resourcing pressures for optimum outcomes.
- Integrates professional expertise into the organisation to improve overall performance and delivery of organisational outcomes.
- Oversees the implementation of multiple change initiatives with a focus on the desired outcomes.
- Delivers intended results and drives a culture of achievement.

#### 3. Builds productive relationships

- Builds and sustains relationships with the Director General, the WA Health Executive and clinicians throughout WA Health.
- Promotes information exchange with stakeholders, personally manifests strong interpersonal relations and anticipates and resolves conflict.
- Guides, coaches and develops people; identifies and develops talent.

#### 4. Exemplifies personal integrity and self-awareness

- Operates professionally and within the boundaries of organisational processes and legal and public policy constraints.
- Provides impartial and forthright advice and is prepared to make tough corporate decisions to achieve desired outcomes.
- Commits to achieving key outcomes for the organisation and uses personal drive, focus and energy to enthuse others.
- Persists and focuses on achieving organisational objectives even in difficult circumstances.
- Has a high level of self-awareness and is responsive in adjusting behaviour.

#### 5. Communicates and influences effectively

- Confidently presents messages in a clear, concise and articulate manner.
- Seeks to understand the audience and adapts communication style and message to meet their needs.
- Negotiates persuasively and presents a convincing and balanced rationale while remaining focused on desired objective.

#### 6. Qualifications

- Eligible for registration by the Medical Board of Australia
- Substantial knowledge and experience in direct clinical systems and process re-design.
- Practical experience with electronic health information systems in a healthcare setting preferably hospital based.

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**APPOINTMENT CRITERIA**

- Evidence of registration by the Medical Board of Australia must be provided prior to commencement

**SECTION 6 - APPOINTMENT FACTORS**

- Successful 100 point Identification check.
- Successful Criminal Record Screening clearance.
- Successful Pre-Employment Integrity check.

<b>Location</b>	East Perth	<b>Accommodation</b>	Nil
<b>Allowances</b>	Nil	<b>Specialised Equipment Operated</b>	Nil

**SECTION 7 – CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

BRANCH/DIVISION HEAD

DIRECTOR GENERAL

SIGNATURE

SIGNATURE

DATE

DATE

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date